**Balance of State Region 7 Committee Meeting**

**Sandhills Community College**

**Pinehurst, NC**

**January 6, 2017**

The meeting was called to order by Donna McCormick at 9:35 am and a sign-in sheet was circulated. Also, members were asked to update their contact information for future committee communications.

**Members Present**: Debbie Cole (Christians United Outreach Center), Brenda Goss (Primerica Financial Services), E. Marie Watson, Angela Jones, Linda Ware & Jeffery Rawlings (Johnson Harnett Community Action), Al Anderson (Open Door Soup Kitchen), Shelia Cloud (L.M.A.), Angelina Hernandez (SAFE), Shanita Harris (Family Endeavors), Kenneth Kelly (NC Works Career Center), Robert Lawler (Asheboro Housing Authority), Donna McCormick (Sandhills Center LME/MCO), Nina Walker (Sandhills CAP), Sarah West (Randolph County Family Crisis Center), Charles Aldridge (CAA), Leo Fiche (Fayetteville VAMC), Jerry McQuees ((NC Works Career Center), Bob Huber (Therapeutic Alternatives), John Young (Montgomery County DSS), Steven Saunders (CenturyLink), Casey Saunders (Moore County Schools) and Pastor Tonya Anderson (Abundant Life Ministries).

**Minutes:**

The minutes for the November, 15, 2016 meeting were unanimously approved by on motion made by Nina Walker and seconded by Kenneth Kelly.

**Old Business**

2017 Point-In-Time Count: Debbie Cole, Regional Lead for the 2017 PIT count reviewed the January 25, 2017 count and summarized the conference call held on January 5, 2017. Debbie was concerned that only three of the nine counties in Region 7 were present on the call. She also remarked that a representative from Hoke County has yet to be identified. She also reviewed the following:

* PIT conferences will be held once a week prior to the count date. Debbie will send announcements.
* The conference call on January 5, 2017 discussed the different forms to be used (one for users of HMIS and one for non HMIS users and there will also be reporting for youth).
* The process is not that complicated but the right people need to be in place.

County leads need to get their contacts to Debbie so they can receive the proper information distributed to them. It is important that all counties in Region 7 participate. The next conference call will be on Friday, January 13, 2017.

Coordinated Assessment: Sarah West will be the Regional Lead for any revisions/changes in the coordinated assessment process for the new Region 7. According to Sarah no conference calls have been scheduled. She did suggest we develop a spreadsheet for all communities to post their data and this recommendation received positive response. One question was that received some discussion was “What is the Balance of State’s responsibility in this process?”

According to Brenda Goss the next Coordinated Assessment reports are due April 15, 2017.

New Regional Leadership: the Balance of State requires Region 7 to appoint new regional leadership and provide that information to them by January 6, 2017. The following leadership appointments were made:

* Regional Lead: Donna McCormick
* Regional Alternate: Shelia Cloud
* Point-In-Time Count Lead: Debbie Cole
* Coordinated Assessment Lead: Sarah West
* Funding Committee Lead: No appointment at this Time
* Webmaster: Mary Pat Buie

The meeting schedule for 2017 will be at Sandhills Community College, Van Dusen Hall, RM 103 9:30am-11:30am as follows: April 6, August 3rd, October 5th and October 12th as alternate.

There being no other business the meeting adjourned at 10:15 am.

Respectively submitted by Robert Lawler.